Information Technology Advisory Board
MAY 27, 1998
MEETING MINUTES

ATTENDEES:

Betty Rottmann, Chairman	Carol Knight	Larry Seneker
Joyce Backes	Don Lloyd	Tom Stokes
Rick Beckwith	Mike Miller	Bruce Vieweg
Karen Boeger	Paul Peterson	Mike Wankun
Jan Grecian	Rex Peterson	Tony Wening
Russell Helm	Rich Pierce	Gerry Wethington
Gina Hodge	Jim Roggero	
Neal Jones	Dave Schroeder	

OPENING REMARKS

Betty Rottmann, Chairman, called the ITAB meeting to order at 8:30 a.m. on May 27, 1998 in the Interpretive Center of the Secretary of State's Office.

APPROVAL OF MINUTES

1. Approval of the April 25, 1998, Information Technology Advisory Board Meeting Minutes. Betty asked for additions, deletions or corrections to the April 25, 1998 ITAB meeting minutes. Motion was made to approve the minutes by Jim Roggero and seconded by Rex Peterson. Minutes were approved.

ACTION REQUIRED: None

GENERAL BUSINESS

1. CIO Update (Mike Benzen)

Mike was unable to attend this meeting.

ACTION REQUIRED: None

2. SAM II Update (Neal Jones and Mae Bruce)

Neal Jones gave an overview of SAM II and then answered questions from the group.

He stated their objective is to minimize modifications to software and improve business processes. A meeting will be held on June 18 at 8:30 a.m. at the SAM II site for LAN Administrators regarding software distribution. A follow-up meeting will be held July 9 at 8:30 a.m. at the SAM II site.

The group asked several questions and a discussion was held on various point. Several more meetings will be held in the near future on conversion and interfaces to keep agencies updated. If you have questions you may call Neal Jones at 522-5854 or Mae Bruce at 522-5821 or the main number 522-5800. There is also a SAM II web site where you can obtain information about the project.

ACTION REQUIRED: None

3. Architectural Standards Update (Chris Wilkerson/Larry Seneker)

Larry stated a meeting will be held June 12 at 3 p.m. in the OIT's office. It will be a teleconference with META group. He mentioned North Carolina's web site is very interesting.

ACTION REQUIRED: None

4. Year 2000 Update (Dave Schroeder)

Dave reported good progress on Year 2000. He anticipates a big jump in near future. He also stated they are getting a lot of questions about non IT items such as VCRs, elevators, etc. in regard to Year 2000. If you have any information on this kind of equipment please send it to him.

ACTION REQUIRED: None

5. Data Center Consolidation Update (Gerry Wethington)

Gerry announced the May 29 meeting has been cancelled. He will reschedule and have an agenda out later.

ACTION REQUIRED: None

6. Prime Vendor Update (Larry Seneker)

Still having problems with maintenance response time. If you have problems call Karen Boeger, Office of Administration. Pricing at time of requisition changed configuration on some IBM orders. If you have an IBM order problem contact Larry.

ACTION REQUIRED: None

7. Project Management Update (Betty Rottman/Tom Stokes)

Will get RFP out for training and are working on statewide Risk Assessment Model. Meeting will be held afternoon of July 1 following the ITAB meeting to go through model. Project team will develop plan by July 1998 ITAB meeting.

ACTION REQUIRED: None

8. Information Technology Education Advisory Committee Update (Jim Roggero)

The committee had a meeting regarding SAM II and the need for training for each department. Also, they have had several vendors in to talk about Computer Based Training. No one vendor can meet all the needs. Next meeting will be June 23 at the Runge Center.

Bruce Vieweg stated he has not been able to meet with the committee set up to review the proposal from ITEAC.

ACTION REQUIRED: None

9. Internet/MOREnet Update (Tony Wening)

Plans continue on building backbone with implementation approximately May 1999. Training started. First session did not go well. Another session on training will be scheduled.

ACTION REQUIRED: None

10. Internet Support and Service Update (Debbie Wells)

Debbie was unable to attend.

ACTION REQUIRED: None

11. Statewide Purchasing Update (Larry Seneker and Dave Schroeder)

Mentioned Microsoft discount to state will probably be less because of the numbers purchased this year. Larry mentioned some agencies are having problems sending E-mail with attachments between agencies. Notify him if you are having problems.

ACTION REQUIRED: None

12. Network Consolidation Study Update (Mike Benzen)

Mike was unable to attend the meeting.

ACTION REQUIRED: None

13. Personnel Committee Update (Joyce Backes)

IT Coalition had their Fair May 6. Public Service announcements are running on television station. Lincoln University working on a web site for the coalition. Also, Boy Scouts had first session with 18 participants.Interns are still available. If you are interested contact Jim Simmons.

Classification work continues. Joyce requested everyone to look carefully at classifications when presented and let the committee know if you have any problems with the job classifications.

Betty mentioned the IT Institute at CMSU will be June 8. They have over 40 applications and have more sponsors than applicants. Hallmark will provide analysts to define business problems. Also, there will be a field trip to Kansas City to various companies. Jan and Betty will make a presentation to the parents on the first day of Institute.

Sterling has listing of resumes on web site for members of Connect.

Betty handed out information on criteria for Award to be presented by ITAB for official recognition. OIT's office will buy plaques, etc.

ACTION REQUIRED: Handouts on Award to be included with minutes.

REVIEW OF ACTION ITEMS

Nothing to report.

OTHER DISCUSSION:

Nothing to report.

NEXT MEETING

Next meeting is **Wednesday, July 1, 1998** at the Secretary of State's Interpretive Center.

Betty Rottmann

Chairman